

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Tuesday, May 29, 2012

5:00 p.m., Dixfield Town Office

Board Members Present: Stephen G. Donahue (Chair), Norine H. Clarke, Robert V. Withrow, Malcolm M. Gill, Katherine N. Harvey

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Richard Pickett (Chief of Police)

Others Present: Alison Hill (HazMat Mitigation Plan/Oxford County)

Press: WVAC, Eileen Adams (Lewiston SunJournal)

1. **Call to Order:** Chair Donahue called the meeting to order at 5:00 p.m.; all repeated the Pledge of Allegiance.
2. **Approval of Minutes:** On a motion from Mr. Gill and a second from Mr. Withrow, the Board voted unanimously to approve the minutes of May 14, 2012.
3. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Board unanimously approved the warrants and payroll as listed on the agenda.
4. **Department Head Reports:**
 - a. **Police Dept. – Chief Pickett:**
 - Due to the economy, theft has risen somewhat.
 - The Chief thanked retiring Selectman Donahue for his good relations with the Police Department over the past three years
 - b. **Hazard Mitigation Five-Year Plan:** Tentative approval of the Hazard Mitigation Plan proposed for all of Oxford County towns and unorganized townships has been received from the federal government. Dixfield must now identify areas that are prone to flooding, fires, snowstorms and other natural disasters. Town Manager Skibitsky stated that most of Dixfield's gravel roads would qualify as well as the town garage which in the floodplain and Severy Hill, Norton and Merrill Roads. On a motion from Mr. Gill and a second from Mrs.

Harvey, the Board voted unanimously to accept the plan. This item will also be addressed again at the next board meeting.

5. Old Business:

a. **Outdoor Market:** The Town Manager received an email from the town's insurance provider (Kyes) detailing the need for Outdoor Market Committee members to be appointed by the Board of Selectmen so that the event will fall under the town's liability coverage. Appointments will be made at the next regularly scheduled Selectmen's Meeting. The committee members will also present a set of bylaws for approval at that time.

b. **MMA Legislative Policy Committee:** So noted.

c. **Sewer Force Main Project-Phase II:** The town was notified by MDOT that the Phase II construction costs will be an additional \$105,959.24. The estimated budget was \$110,000. On a motion from Mrs. Harvey and a second from Mr. Withrow, the Board voted unanimously to approve the construction costs of \$105,959.24 for Phase II of the Sewer Force Main Replacement Project. Also the abutment area previously mentioned regarding a possible lookout area was not approved by the State.

6. New Business:

a. **Election Warrants:**

1. Municipal
2. R.S.U. No. 10

On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board voted unanimously to approve and sign the election warrants as presented.

b. **General Assistance Ordinance:** A public hearing has been scheduled for the next Selectmen's Meeting to hear comments regarding the recommended updates to the town's General Assistance Ordinance by the State.

c. **Building Permit Fee Schedule-Tentative:** Tabled as this item did not pass at the Annual Town Meeting.

7. Town Manager's Report:

- Received a letter from the D.E.P. regarding the Sewer Project Phase II; our funds came through and the State will be forgiving \$31,017 of the loan.
- Thanked Stephen Donahue for the time he spent as Chairman of the Board of Selectmen and the work he did for the town.

8. Board Questions/Comments:

Mrs. Clarke: Gave an update of Bullrock's progress. He is nearly finished and will be coming to town June 8th and will be escorted over the bridge from Peru to Dixfield by Chief Pickett. A dedication ceremony will be held the following week with cake and other refreshments.

Town Manager: The annual Bike Trek Across Maine has been re-routed this year due to construction.

Board: The Board all thanked Steve Donahue for his time serving Dixfield and that they will miss him.

Mr. Donahue: Thanked the Board and Town Manager for all their help over the past three years. He stated "they were the nicest group he'd ever known."

9. FYI: So noted.

10. Next Meeting: Monday, June 18, 2012, Town Office, 5:00 p.m.

11. Adjournment: On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted to adjourn at 5:50 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer/Secretary

/cmc

Attachments